

~~CONFIDENTIAL~~

25X1

29 January 1958.

MEMORANDUM FOR: Chief, Plans and Policy Staff

Document No. 40

FROM : Registrar/TR

NO CHANGE in Class. ☐☐ DECLASSIFIEDSUBJECT : Weekly Activities Report #1,
22 January - 28 January 1958Class. CHANGED TO: TS S 6

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

I. SIGNIFICANT ITEMS:

Date 9 MAR 1978 By:

None

II. OTHER ITEMS:

1. At the request of the WE Training Officer, DR/TR and Miss A & E Staff, met on 23 January with the supervisor and the Training Officer to resolve the case of a GS-3 applicant for IOC (see 1958 Weekly Report #2, Item 11). The supervisor, as a result of this meeting, accepted our original decision to place the employee in the Admin Procedures course. Though the decision reached at the meeting was the same as that initially made, the time and effort expended by a number of people to explore all facets of the problem served to convince both the Training Officer and the supervisor that decisions taken in these cases are not arbitrary ones. Both the Training Officer and the supervisor expressed appreciation for the consideration given in this case.

2. PP Staff has initiated a memorandum nominating a JOT for a Council on foreign relations fellowship (Reference: 1957 Weekly Report #50, Item 5). DR/TR met with C/JOTP to discuss his reactions to the proposal. C/JOTP will discuss with PP, and until agreement between the two offices is reached, we will not undertake any action concerning the requirement.

3. A memorandum concerned with the Office of Security Reindoc-trination Program has been distributed to Training Officers along with listing of employees of their respective Offices who entered on duty in the 1947-48 period. This is the group which initially will be covered by the Program.

4. DR/TR met with a Qualifications Review Panel to discuss cover problems involved in the training request being considered.

5. R/TR has made some preliminary inquiries into plans for a second running of University of Chicago Summer Program in Executive Development for Federal Administrators. We have ascertained that Dr. Gabis will serve as University Director, vice Sidney Maillick, and arrangements have been made for a meeting with Dr. Gabis in the near future. Raymond Randall, of CSC, is on detail to the Brookings Institute, but will continue as program advisor. A brochure has gone to press.

25X1

~~SECRET~~

SUBJECT: Weekly Activities Report #4

station on courses and instructors. Without information about instructors, the Office of Security is reluctant to release the external training request.

25X1 7. We were pleased to receive confirmation from Charles [] the arrangements for the OHR Management Conference at []. With a full month's advance notice prior to the 24-28 February date, registration and briefings and travel authorization can be arranged on an orderly basis.

8. We received a call from our NSA contact concerning an Office of Communications requirement outlined in a memorandum from an employee in the Office of Communications directly to his counterpart in NSA. Since our contact is now the central point through which all of our requirements are funneled and through which all NSA requirements for Agency training are funneled, he informed us that no consideration would be given the Commo request until it had been determined by the Office of Training to be a bona fide Agency requirement. In discussions with the Office of Communications it has developed they are unable to furnish us the information on which to base a justification because we do not have the proper NSA clearances. Several months ago, OCI was requested to obtain this clearance. The matter has again been brought to their attention and we are promised quick action. Negotiations with NSA concerning the requirements will continue on a limited basis until the proper clearance is obtained.

9. DR/TR met with [], JOT, who had inquired about nominating procedures, selection procedures and course content of the []. DC/JOTP was informed of this meeting.

10. The Agency has been allocated five spaces for the SAIS Conference for Corporation Executives entitled Contemporary Africa. This conference will be held on 11-12 February at the Hotel Statler. Thus far we have received two applications for this conference.

25X1 11. Fourteen requests have been received (4 - FDD; 3 - ONE; 3 - OCR; 2 [] - OCI and 1 from OTR), for attendance at the Middle East Development Conference sponsored by the Middle East Institute at the Shoreham Hotel on January 31 and February 1. All of the individuals applying thus far have been briefed regarding registration, cover, tuition and related items.

12. Arrangements are being made for [] FE Division, to attend a nine month language (Cambodian) program at the Foreign Service Institute beginning 3 February.

13. All arrangements have been completed for the attendance of eight Agency employees in the Weapons Orientation Course, to be held at the Pentagon on 4-6 February. A memo has been sent to each candidate covering the pertinent facts of this course.

SUBJECT: Weekly Activities Report #4

14. The Army has allocated to us eight additional spaces [redacted] course, conducted at Murphy Army Hospital, Waltham, Mass. These spaces will be utilized by interested components.

25X1

15. During the past week individuals have been processed to begin training at George Washington, Georgetown, American U., Catholic U., and the Department of Agriculture.

16. A request has been received from the Office of Security for 3 spaces in the Defense Against Methods of Entry (DAME) Course conducted by the Army at Ft. Holabird.

17. [redacted] SE Division, reports that a contract instructor has been cleared and facilities will be available shortly to accommodate the training of four FDD employees in Bulgarian. Thanks are due [redacted] for his assistance in this matter, after an unsuccessful attempt to arrange a voluntary course. Three of these students are being diverted from a Georgetown University course.

25X1

18. [redacted] reported for duty in the Processing Section on 23 January 1958.

21. Following is a breakdown of applications presently on hand for IAC members to attend the listed LAS courses. Discussions with several of the Agencies indicated that other applications are being forwarded.

Basic Country Survey - France (10 Feb - 21 Mar) 1 State
2 NSA
3 Dept. Army

Basic Country Survey - Phillipines (17 Mar - 25 Apr) 3 Dept. Army

Regional Survey - SE Asia (18 Feb - 24 Apr) 1 State
1 U.S.I.A.
1 Army

Regional Survey - Middle East (3 Feb - 9 Apr) 4 Army
2 Joint Chief
of Staff
2 Navy
1 U.S.I.A.

Wa
C

~~S-E-C-R-E-T~~

SUBJECT: Weekly Activities Report #1

W 22. During the week of 22 January - 28 January 1958, there were 1,066 persons enrolled in OTR conducted courses. The breakdown for enrollment is as follows:

256 enrolled in 46 classes (15 languages) during hours

140 enrolled in 20 classes (8 languages) before hours

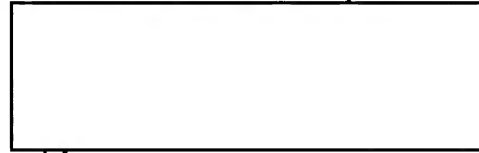
193 enrolled in 26 classes (10 languages) after hours

72 enrolled in 3 area courses

66 enrolled in 1 Communism School Course

164 enrolled in 9 Intelligence School Courses

175 enrolled in 7 Operations School Courses



25X1